

**STANDING COMMITTEES (2015-2017)**  
**DEPARTMENT OF AGRICULTURAL AND ENVIRONMENTAL SCIENCES**  
**COLLEGE OF AGRICULTURE, HUMAN AND NATURAL SCIENCES**

STANDING COMMITTEE	RESPONSIBILITIES
<b>CURRICULUM</b> Sammy Comer, Chair Makonnen Lema John Ricketts Solomon Haile Jason de Koff Thomas Broyles De'Etra Young Prabode Illukpitiya William Sutton Student Representatives (Undergrad & Graduate)	<ul style="list-style-type: none"> <li>• Work with academic coordinators in developing, reviewing, updating, and keeping curricula current</li> <li>• Maintain inventory of all courses, ensuring that goals and objectives of the department and concentrations are met</li> <li>• Review and recommend approval of new courses and changes or discontinuance of existing ones</li> <li>• Review proposals for new academic programs and changes or discontinuance of existing ones</li> <li>• Analyze and make recommendations concerning curricular matters relating to the articulation of courses/programs</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
<b>SCHOLARSHIP (UNDERGRADUATE)</b> De'Etra Young, Co-Chair William Hayslett, Co-Chair John Hall Sammy Comer Charles Dumenyo Lan Li Samuel Dennis Arvazena Clardy	<ul style="list-style-type: none"> <li>• Organize and facilitate fund raising activities in the department</li> <li>• Maintain database of alumni and engage them in fundraising;</li> <li>• Maintain scholarship fund for the department</li> <li>• Set guidelines for awarding scholarships to deserving students</li> <li>• Review applications and award scholarships to deserving students</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
<b>GRADUATE RESEARCH ASSISTANTSHIP</b> Margaret Mmbaga, Chair Carter Catlin Karla Adesso Bharat Pokharel Kudjo Dzantor Sammy Comer Dharmalingham Pitchay Makonnen Lema	<ul style="list-style-type: none"> <li>• Develop and regularly review guidelines for administration of graduate research assistantships</li> <li>• Determine eligibility of graduate students to earn graduate research assistantships</li> <li>• Monitor progress of graduate research assistants every semester and make recommendations whether or not they should continue to receive support</li> <li>• serve as appeals committee to address grievances; and</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
<b>GRADUATE ADMISSIONS</b> Margaret Mmbaga, Chair Makonnen Lema Arvazena Clardy Richard Browning Ying Wu William Sutton Solomon Haile	<ul style="list-style-type: none"> <li>• Propose admission standards and guidelines for the department</li> <li>• Review admission standards regularly and make recommendations</li> <li>• Review applications for admission into the graduate program and make recommendations for admission by the School of Graduate Studies and Research</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
<b>STUDENT AFFAIRS</b> John Hall, Chair De'Etra Young Dharmalingham Pitchay Arvazena Clardy Mathew Blair George Smith Ann Peischel Susan Speight Samuel Dennis Student Representatives (Undergrad & Graduate)	<ul style="list-style-type: none"> <li>• Strengthen the functions of student autonomy organizations and clubs within the department</li> <li>• Develop a systems for resolving student complaints;</li> <li>• Facilitating tutoring and working with individual faculty to assist students facing challenges in respective classes</li> <li>• Oversee overall planning of student activities</li> <li>• Seek and direct opportunities for scholarships, internships etc. for and to students</li> <li>• Serve as advocate/liaison for students within the department</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
<b>QUALITY ASSURANCE &amp; PRODUCTIVITY</b> William Hayslett, Chair Nick Gawel Margaret Mmbaga Jason Oliver Charles Dumenyo Fisseha Tegegne Jason de Koff Ankit Patras	<ul style="list-style-type: none"> <li>• Facilitate strategic planning and setting goal and objectives for the department, congruent with the College and University's goals</li> <li>• Monitor progress of the department in meeting goals and objectives; design robust tools for collecting requisite data and feed the data into compliance assist</li> <li>• Assess and evaluate progress of the department (academic or otherwise) and make recommendations for adjustment</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
<b>RECRUITMENT AND RETENTION</b> John Ricketts, Chair William Hayslett De'Etra Young John Hall Charles Dumenyo Solomon Haile Samuel Dennis Reginald Archer	<ul style="list-style-type: none"> <li>• Work with academic coordinators in developing recruitment brochures and other requisite materials</li> <li>• Develop a standard infrastructural and programmatic script describing the department, college and the university</li> <li>• Work closely with the scholarship committee to address scholarship enquiries by potential/future students</li> <li>• Organize recruitment events (on or outside TSU campus)</li> <li>• Maintain database of alumni and engage them in recruiting</li> <li>• Keep track of all students in the department</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
<b>LABORATORY SAFETY</b> Charles Dumenyo, Chair Jason de Koff Fulya Baysal-Gurel Ali Taheri Richard Browning Sudipta Rakshit	<ul style="list-style-type: none"> <li>• Familiarize and regularly review laboratory safety procedures</li> <li>• Reinforce compliance on laboratory safety in all research laboratories in the department</li> <li>• Conduct laboratory safety training to faculty and students</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
<b>ACADEMIC AUDIT (UNDERGRADUATE)</b> William Hayslett, Chair John Hall Sammy Comer De'Etra Young Arvazena Clardy Susan Speight Ankit Patras Anthony Witcher Clement Akumu	<ul style="list-style-type: none"> <li>• Evaluate and keep track of performance of the undergraduate program in the department</li> <li>• Prepare performance reports as needed during academic audit sessions</li> <li>• Engage the advisory council and audit teams in reviewing academic programs</li> <li>• Work closely with the quality assurance and productivity committee to continue improving academic programs</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>

<b>PROGRAM REVIEW (GRADUATE)</b>	<ul style="list-style-type: none"> <li>• Evaluate and keep track of performance of the graduate program</li> <li>• Prepare performance reports as needed and in preparation of academic review sessions</li> <li>• Engage the advisory council and program review teams in assessing the graduate programs</li> <li>• Work closely with the quality assurance and productivity committee to continue improving the graduate program;</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
Margaret Mmbaga, Chair	
Fisseha Tegegne	
John Rickets	
Anthony Witcher	
Lan Li	
Dilip Nandwani	
Solomon Haile	
Richard Browning	
Tyrone Miller	
Suping Zhou	

<b>SEMINAR</b>	<ul style="list-style-type: none"> <li>• Provide coordination among distinguished lectures, department seminars, and research group seminars;</li> <li>• Advertise seminar series among students (undergraduate and graduate) and faculty; and</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
Ahmad Aziz, Chair	
Charles Dumenyo	
Hiren Bhavsar	
Jianwei Li	
Kaushalya Amarasekare	
Makonnen Lema	

<b>TEXTBOOK &amp; LIBRARY SUBSCRIPTIONS</b>	<ul style="list-style-type: none"> <li>• Review and make recommendations on long range planning for the departmental library needs</li> <li>• Receives recommendations from faculty regarding availability of library resources and communicate such with library services</li> <li>• Manage resources allocated to the department for library enhancement</li> <li>• Report progress/accomplishments at departmental meetings</li> </ul>
Ali Taheri, Chair	
George Smith	
Tyrone Miller	
Dharmalingham Pitchay	
Aditya Khanal	
Jayson Oliver	

<b>FACULTY SENATORS (3 year term)</b>	
Thomas Broyles (2014-2017)	
Suping Zhou (2015-2018)	